# **Wyoming Senior Services Board Meeting**

September 24, 2010 Capitol Building - Cheyenne, WY

In Attendance:

WSSB members: Jo Maxfield-Cox, Ky Dixon, Joyce Corcoran, Terri Newman, Tim Ernst, Ursula Huckfeldt, Connie Owen

Other participants: Ginny Mahoney, Jeanine Cox, Sarah Blakeman, Jeri Bottenfield, Marge Myers, Janet Dickeson, Charlie Simineo

The meeting was called to order at 12:30 p.m. by Chair, Jo Maxfield-Cox

# **Roll call through self introductions**

Ursula Huckfeldt was introduced as a new appointee of WSSB.

Note: Ursula Huckfeldt chose not to vote until she receives WSSB training.

#### **Approval of Minutes**

Joyce Corcoran made a motion to approve the minutes as amended from the July 23<sup>rd</sup> meeting. Terri Newman seconded the motion and it passed with one abstention.

## Wage Supplement Grant Form no longer deemed relevant

Ky Dixon made a motion to modify and revise the wage supplement grant and report forms. The revisions include eliminating reporting the "Current Hourly Wage" from quarterly report and grant forms. Joyce Corcoran seconded the motion and the motion passed with one abstention.

Tim Ernst and Liz Vigil will prepare a draft grant and reporting form for the WSG.

## Change and procedure for recording "Other Eligible Senior Meals" - FY 2011-12

Joyce Corcoran made a motion to accept the new Quarterly Meal Summary Form. The new Quarterly Meal Form to be used beginning with the second quarter report due January 15, 2011. The purpose of the QMF is to track Eligible Senior Meals not reported to the Aging Division's Sam's system but now to WSSB alone. Ky Dixon seconded the motion and the motion passed with one abstention. (new QMS attached)

# Wyoming's Aging and Disability Resource Center - Jeanine Cox & Charlie Simineo Jeanine and Charlie explained that WyADRC is an agency that connects Wyoming's aging and citizens with a disability with information and assistance to access supports and services for long-term living. They asked for a letter of support from WSSB.

Joyce Corcoran made a motion for WSSB to submit a letter of support for WyADRC. Terri Newman seconded the motion. There was a split vote. Ky Dixon and Connie

Owen voted nay and Terri Newman and Joyce Corcoran voted aye. Ursula Huckfeldt abstained. Jo Maxfield-Cox, chair voted aye to break the tie. The motion passed.

# **Emergency Grant Request - Uinta Senior Citizens, Inc.**

Joyce Corcoran made a motion to approve Uinta Senior Citizens, Inc. emergency grant

request for \$20,000 to replace its grease trap and to do related repairs as detailed in its Emergency Grant. Connie Owen seconded the motion and the motion carried with one abstention.

#### **WASPD - Sarah Blakeman**

The next WASPD will be held in Riverton on October 14<sup>th</sup>. The following topics will be included in the agenda: emergency preparedness, AGNES implementation, shelf stable meals, lobbying efforts, and support for ADRC.

# Approval of Basic Grant Request from Black Coal Senior Center of Arapaho

Joyce Corcoran made a motion to approve Black Coal's basic grant request for \$22,494.00 and Ky Dixon seconded the motion. The motion passed with one abstention.

# **Approval of Southwest Sublette County Pioneers Request to Revise Grants**

Ky Dixon made a motion to approve the revision of Southwest Sublette County's FY 2011 formula and wage supplement grants. Joyce Corcoran seconded the motion. The motion passed with one abstention.

# **Quarterly Report Information**

Each project must do a report for each of the three Wage Supplement Grants. An original quarterly report needs to be mailed to the Aging Division. A copy of the quarterly report needs to be mailed to the assigned WSSB representative WSSB member will contact project if the first quarter report isn't submitted by 10/18. WSSB members will submit a status report to WSSB chair by October 23<sup>rd.</sup>

#### **Indemnification Policy (attached)**

Terri Newman made a motion to approve the Indemnification Policy as written. Connie Owen seconded the motion and the motion passed with one abstention.

## **Problem Solving Procedure (attached)**

Ky Dixon made a motion to approve the Problem Solving Procedure as written. Joyce Corcoran seconded the motion. The motion carried with one abstention.

The policy specifying the determinants of an eligible meal site and eligible meal will be tabled until the next meeting.

## Review and approval of FY 2010 Final Financials - Liz Vigil

Joyce Corcoran made a motion to approve the close out report FY 2010 and

Connie Owen seconded the motion. The motion passed with one abstention.

# Review and approval of FY 2011 Financial Reports for July & August - Liz Vigil

Ky Dixon made a motion to approve the financial reports for FY 2011 July & August. Terri Newman seconded the motion and the motion carried with one abstention.

## Silver Haired Legislature Report - Marge Myers

Bills that passed during the recent SHL included these SHL top-ranked five bills:

Property tax relief for seniors

1.4 million for senior centers

Adult protection - extended to public housing

Support for ADRC

Transit - underserved and not served areas

Joyce Corcoran and Marge Myers, author's of WSSB's SHL policy, will prepare recommendations for possible changes to the SHL policy for WSSB's November 19<sup>th</sup> meeting.

#### **Report from Aging Division - Ginny Mahoney**

Working more with Reservations (Tribal Work Group)
Heart and stroke cards available (list of warning signs and health information)

Governor's Conference - First week of May in Cheyenne

## Report from Advisory Council - Terri Newman

1<sup>st</sup> week of December at the Little America in Chevenne.

## **Changes to WSSB Rules**

Connie Owen

All in attendance reviewed the planned revisions to WSSB's Rules and made further changes to the Rules. After these new changes are reviewed by Tim Ernst, ex-officio WSSB member who had to leave the meeting early, WSSB members will be ready to vote on the Rules at its November 19<sup>th</sup> meeting.

Jo Maxfield-Cox

The next WSSB meeting will be held at the Senior Center in Riverton on November 19<sup>th</sup> at 9:00 a.m.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted by,		